

Kansas Criminal Justice Information System (KCJIS) Committee
Minutes for May 9, 2016, 1:30pm-3:30pm
Room 269, Judicial Center
APPROVED

Committee Members in Attendance:

Sarah Shipman, KCJIS Co-Chair, Secretary of Administration; Leslie Moore, Kansas Bureau of Investigation; Capt. Justin Bramlett, KHP; Harold Sass, CIO, KDOC; Capt. Lance Royer, KSA; Bill Duggan, Lyon County, APCO/911 Director; Pam Moses, Court Administrator (by phone); Kelly O'Brien, CIO, Legislative Branch.

Others in Attendance: Gordon Lansford, KCJIS Director; Mary Chambers, KDOC; Carla Boesker, KHP; Amy Johnson; KHP; Don Kayser, REJIS; Dan Dunbar, KDOA; Brad Burke, KDOL; Joe Acosta, State Security Officer, OITS; Capt. James Olney, Overland Park PD; Dr. Martin Dias, Northeastern University, Boston (by phone); Joe Acosta, CISO, State of Kansas; Capt. Craig Phillips, KHP; Denise Wheeler, KBI; Chris Bortz, KDOT; Jeanette Clary, Sedgwick County District Attorney, Office Manager.

Welcome, Approval of the Agenda, Approval of the Minutes:

The meeting was called to order at 1:30pm by Secretary Shipman with a quorum of six. (Kelly O'Brien joined later, and Pam Moses would join by phone following the arrival of Kelly). A motion to approve the agenda was made by Bill Duggan, seconded by Lance Royer; motion carried. There was a motion to approve the minutes of the April meeting by Lance Royer, second by Leslie Moore, motion carried. There were no subcommittee minutes to be submitted.

Treasurers Report:

Capt. Royer presented the Treasurers Report. He updated the status with receipts and expenditures bringing the current balance to \$11,791.29 less expenditures of \$300 leaving a balance of \$11,491.29. Motion to approve by Capt. Royer, second by Leslie Moore; motion carried. The motion included a minor adjustment to a prior approval.

2016 KCJIS Conference Update:

There are currently about 70 attendees registered and registration is on track with previous years. Capt. Bramlett discussed minor changes to the agenda. Amy Johnson is confirming all speakers and keeping the agenda details current. Denise Wheeler asked for other staff registrations to be sent to her. Bill Duggan asked about the expectations for the board and there was a discussion of attendance and assignments. Expectation for paid attendance is 100 – 125. Lance noted that the attendance at APCO was down. All is going well at this point for the conference.

Value Chain Introduction and Discussion:

Joe Mandala was not in attendance, so Dr. Dias gave an update on the project via conference phone. He noted that the case study deliverables will take through the summer to complete. He has a deadline of September 1st for results/deliverables. The case report will be 10-12 pages including several sections. Since KCJIS is a two-decade old system there should be good comparisons available in the data. There will also be data from the national level included. There will be a comparison of the original KCJIS architecture to our newer ones. There will also be

comparisons to around 60 others similar systems. Recommendations will be included following the individual survey discussions which will begin the week of May 23rd. Interviews will be around an hour for each respondent beginning the week of May 30th. Archival documents will be obtained from Gordon and Joe. The next round of data will be reviewed during July. Dr. Dias noted he will need additional data from Gordon. There were no questions from the committee.

Legacy Switch Protocol summary and discussion:

Joe was not available to discuss the topic in detail. Additional discussion will be moved to a future agenda. It was noted, however, that the current system is “broken” and needs to be improved, with a “sense of urgency”. It was discussed that local agencies will also need to make appropriate changes to their servers and will need to do so before our current system becomes inoperable. There was discussion of what changes will need to be made and when. After discussion, Capt. Royer moved that June 30, 2018 be adopted as the end date for the KCJIS “legacy protocol” (allowing the KBI discussions to begin with local agencies regarding plans to improve current systems, where needed); seconded by Leslie Moore. Motion carried.

Subcommittee and Project Reports:

- **Electronic Journal Entry Subcommittee** reported by Harold Sass:
 - Nothing new to report.
- **KCJIS Policy and Procedures Subcommittee** reported by Justin Bramlett:
 - Nothing new to report.
- **KCJIS e-Statute Project Status** reported by Joe Mandala:
 - Nothing new to report.
- **KCJIS e-Citation Subcommittee** reported by Gordon Lansford:
 - The requirements for manual data entry, which will be used by smaller agencies who do not have automated systems, have been submitted to Analysts International and they are working on the development of the system. Larger agencies are in the process of coordinating with the KBI to begin sending data submissions to the repository. Leslie Moore asked about “ownership” of the system once it is operational, noting that staffing will be required to monitor the system. Based on discussions it was concluded that logically the KBI would have that responsibility. Leslie noted that she had discussed the subject with Joe Mandala and they were in agreement. Based on the discussions, Leslie Moore made a motion that the KBI be designated as the “owner” of the E-Citation Repository (if Chris Bortz, and the TRCC, is still willing to fund the staffing requirement. Chris noted that he felt the TRCC would be supportive of the idea). The motion was seconded by Capt. Royer. Motion carried.
- **KCJIS Project and Planning Subcommittee** reported by Leslie Moore:
 - Nothing new to report.
- **e-Court and e-Prosecutor Project Status** reported by Kelly O’Brien and Gordon Lansford:
 - Kelly reported that they are beginning the RFP process.
 - Gordon reported that there was no funding available for the e-Prosecutor project, but he has time on the agenda of the KCDA meeting to report to both the prosecutors and their staffs. The objective of the presentations is to make all County and District Attorney’s “aware” that they are directly affected by the decisions made by the courts as a result of their RFP process. Further, the prosecutors need to be planning ahead to make the necessary adjustments to their systems, depending on whether or not it is electronically tied to the FullCourt system now in use, which will be replaced. He believes it is both an opportunity and a responsibility for the prosecutors to

take advantage of new technology, which will probably be offered via the new system obtained via the RFP process. Discussion was held about how best to involve the users of the New Dawn Case Management System and Gordon will be in touch with those prosecutors as well as all of those using FullCase.

- **TRCC status** reported by Chris Bortz:
 - Chris noted that RAPID had won the NIEM Award presented at the National Level and has also been submitted to NTSHA for later in the year. The next meeting is this coming Thursday. He also noted that RAPID had already made a very significant reduction in the time required to receive dispositions into the criminal history file. Joe Mandala has the specifics on those improvements.
- **e-Filing Project** reported by Kelly O'Brien:
 - Kelly reported that e-Filing IS COMPLETE and can be removed from the list. E-filing is not currently mandatory but could become so in the future.
- **Jail Inventory and Victims Notification Project** reported by Brad Burke:
 - Brad reported that Wyandotte and three other jails are either online or about to go live. He listed 5 more on the list, and noted that the installation rate is running about 4 or 5 per month. In addition, everyone has access to all other national data. Victims' notification is optional to the victim.

State or Local Agency Reports:

None.

KCJIS Directors Report:

Gordon presented a summary of his activities or events where he has been involved since the last KCJIS meeting. He noted there was information available in the handout on NCS-x which will be presented at the KCJIS Conference and that it is important that we get all local agencies participating in NIBRS. He also noted that he had submitted a nomination for RAPID to NCJA as an "outstanding criminal justice program" based on the significant reduction in the time of submissions. Capt. Bramlett asked about vendors at the conference. Gordon said there are currently six vendors with a possibility of a 7th.

Gordon asked permission to submit JAG applications for funding to attend NCJA and NAJIS. One would be out of current year JAG funds and one out of the following years' funds. The committee agreed they had already approved attendance and had no objection to requesting grant funds for travel. Gordon also asked permission to attend and be reimbursed for expenses to attend the KCDA and KCJIS Conferences. Lance made the motion to approve and Leslie seconded. Motion carried, with funding left up to DofA.

Report from the Chair:

NA

Adjournment:

The meeting was adjourned by the Chair.

The next KCJIS Committee Meeting: Monday, July 11, 2016, at the Judicial Center in Room 269.